

**Memorandum of Understanding
Between the
Mississippi Department of Transportation
And the
Steering Committee of the
Mississippi Management and Reporting System**

As established in §7-7-3, Miss. Code Ann. (1972, as amended), the Department of Finance and Administration (DFA) is the General Accounting Office for the State of Mississippi and shall prescribe the accounting system for state agencies and establishes that the Mississippi Management and Reporting System (MMRS) is responsible for an executive information system within state government to include a centralized automated accounting system, a centralized automated human resource/payroll system for state agencies and the automation of performance programmatic data and other data as needed by the legislative and executive branches to monitor the receipt and expenditure of funds in accordance with desired objectives.

Whereas, on August 12, 1994, the Mississippi Department of Transportation (MDOT) requested approval to implement, external to the Statewide Automated Accounting System (SAAS), a state of the art financial system, and whereas, August 24, 1994, the DFA approved this request

Whereas, in FY 2009, to bring all agencies under a central system and to comply fully with legislative mandate to provide for reporting the financial position and operations of the state as a whole, this Memorandum of Understanding replaces the previous approval issued by DFA on August 24, 1994.

Therefore, the parties agree to the following:

1. MAGIC is defined as the State of Mississippi's project for the implementation of an Enterprise Resource Planning system (ERP).
2. MDOT shall commit appropriate resources during all phases of MAGIC to ensure that MDOT's requirements can be achieved without duplication of effort.
3. MDOT shall initially interface, in real-time, the MDOT Financial Management System (FMS) with MAGIC Finance in accordance with the enterprise project plan for the implementation of MAGIC Finance. Under no circumstances shall MDOT remain interfaced to SAAS beyond the MAGIC Finance "Go Live" date. MDOT acknowledges that changes shall be required to FMS to meet the new requirements of MAGIC Finance.
4. MDOT shall participate jointly, and at a shared cost with DFA, following the awarding of an Agreement for the acquisition for MAGIC software, in the development of detailed requirements for the real-time interface of MDOT's FMS to MAGIC Finance. Those requirements shall be included in the Request for Proposals for implementation services for MAGIC Finance and MAGIC Procurement to ensure that MDOT's FMS is fully interfaced with MAGIC Finance as required to meet the State's objectives. MDOT shall fully participate in the evaluation of the proposing vendor's responses to these requirements.
5. MDOT shall maintain their model for continuous improvement to FMS and those systems integrated to FMS. MDOT further agrees that joint written approval from the Department of Information Technology Services (ITS) and the DFA is required for every Statement of Work associated with FMS. This approval shall not be unreasonably withheld or delayed.
6. MDOT shall be fully integrated in MAGIC Procurement for all MDOT procurement activities **not** initiated in the MDOT construction management system. MDOT shall meet the statewide requirements for enterprise asset management and enterprise fleet reporting and contract reporting whether through real-time interface with FMS or full integration through MAGIC Procurement or in some combination. If the requirements are met through interface, MDOT shall be responsible for the costs associated and shall be on the same implementation schedule as all other agencies.
7. MDOT shall be fully integrated in MAGIC Human Resources and MAGIC Payroll and on the same schedule as all other agencies.
8. MDOT shall meet the statewide requirements for grants management and accounting whether through real-time interface with FMS or full integration through GOALS or in some combination. MDOT and DFA shall jointly agree to the timeline. If the requirements are met through interface, MDOT shall be responsible for the costs associated.

9. MDOT shall meet all transparency requirements as specified by the DFA in order to meet the detailed requirements of the Mississippi Accountability and Transparency Act and the Federal Financial Accountability and Transparency Act, including those federal and state transparency requirements established as a result of the American Reinvestment and Recovery Act of 2009.
10. MDOT shall, not later than twenty-four (24) months after the "Go Live" date of MAGIC Finance, engage with DFA, and at a shared cost, in a reassessment of the MAGIC Business Case Analysis (BCA), to establish jointly whether or not MDOT will continue operating through integration points to MAGIC Finance and MAGIC Procurement and associated functions (including all procurement functions, contracting and contract management functions, fleet management functions and asset management functions) or shall begin a project to fully integrate these programmatic systems of MDOT to MAGIC and to add such additional functionality as shall be required to meet the complex reporting and billing requirements of MDOT. The parties agree that following this engagement, this MOU and the MAGIC Business Case Analysis shall be modified to reflect future decisions.
11. MDOT understands and agrees that when the enterprise systems for the State's administration are modified to meet changing State and Federal requirements or to implement new functionality for statewide improvement, MDOT shall implement such functionality on the same schedule as other State of Mississippi agencies.
12. All parties agree that MDOT shall be billed their pro rata share of MAGIC and its components parts on the same statistical basis as all other agencies.

This MOU shall become effective when signed by all parties, the members of the MMRS Steering Committee (DFA, SPB, and ITS) and the MDOT, and shall remain effective unless amended, modified, or renegotiated between the parties. This agreement can only be cancelled upon mutual written consent of all parties.

For the MMRS Steering Committee

Department of Finance and Administration
State of Mississippi

BY: Kevin J. Upchurch
Kevin J. Upchurch
Executive Director

Date: 3-30-09

State Personnel Board
State of Mississippi

BY: Lynn Fitch
Lynn Fitch
Executive Director

Date: 3/30/09

Department of Information Technology Services
State of Mississippi

BY: David L. Litchliter
David L. Litchliter
Executive Director

Date: 3-30-09

For the Mississippi Department of Transportation
State of Mississippi

BY: Larry L. "Butch" Brown
Larry L. "Butch" Brown
Executive Director